

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
AUGUST 23, 2016 – REGULAR SESSION**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on August 23, 2016 beginning at 10:00 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6<sup>th</sup> Street, Coupeville, Washington. Richard M. Hannold, Chair, Jill Johnson, Member, and Helen Price Johnson, Member, were present. The meeting began with the Pledge of Allegiance.

At the outset of the meeting the Commissioners asked the IT Services Director, John Kent, to explain the failure of the County's computer servers. With the servers down, no internal or external email could be sent or received for several days.

**PUBLIC INPUT OR COMMENTS**

*[Documents on file with the Clerk of the Board]*

Public comments were offered by:

- Ray Gabelein

**APPROVAL OF PRELIMINARY AGENDA AS PUBLISHED**

**ACTION TAKEN:**

**By unanimous vote, the preliminary agenda was approved as published.**

**CONSENT AGENDA**

*[Documents on file with the Clerk of the Board]*

Pre-audited bills:	\$ 857,534.38
Vouchers:	\$1,715,473.00
Electronic funds transfers:	\$ 726.01
Payroll:	\$ -0-
Minutes:	Regular Session – 8/9/16 Work Session – 7/20/16

**Enhanced 911**

- Interlocal Agreement with WA State Military Department providing State Enhanced 911 funds for County FY17 Wireline and Wireless Operations at ICOM. Contract No. E17-015; Amount: \$44,250 (RM-BOCC-2016-278)
- Interlocal Agreement with ICOM for WA State Enhanced 911 FY17 Wireline and Wireless Funds. Contract No. E17-015; Amount: \$44,250 (RM-BOCC-2016-279)

**Facilities**

Lease Agreement with the Christensen Family Trust for the Elections Division office space located at 400 North Main St, Coupeville. Contract Term: When executed to 12/31/2022; Amount: \$180,414 (RM-FAC-2016-276)

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- Contract Amendment No. 2 with WA State Department of Social and Health Services (DSHS) to add funding for Developmental Disabilities Services. Contract No. 1563-43220(2); Amendment period: 7/1/16 – 6/30/17; Amount: \$740,778 (RM-HS-2016-252)
- Contract Amendment No. 2 with Service Alternatives, Inc. to add funding for Individual Employment, Community Access and School to Work services for citizens with developmental challenges. Contract No. HS-25-15(2); Amendment period: 7/1/16-6/30/17; Amount: \$375,000 (RM-HS-2016-254)
- Contract Amendment No. 1 with Sherwood Community Services to add funding for Birth to Three services for children with developmental challenges. Contract No. HS-27-15(1); Amendment period: 7/1/16-6/30/17; Amount: \$8,368 (RM-HS-2016-256)
- Contract Amendment No. 2 with Sherwood Community Services to add funding for Individual Employment, Community Access and School to Work services for citizens with developmental challenges. Contract No. HS-28-15(2); Amendment period: 7/1/16-6/30/17; Amount: \$80,000 (RM-HS-2016-257)
- Contract Amendment No. 2 with Toddler Learning Center to add funding for Birth to Three services for children with developmental challenges. Contract No. HS-24-15(2); Amendment period: 7/1/16-6/30/17; Amount: \$75,312 (RM-HS-2016-253)
- Contract Amendment No. 1 with Washington Vocational Services, Inc. to add funding for Individual Employment services for citizens with developmental challenges. Contract No. HS-26-15(1); Amendment period: 5/1/16-6/30/16; Amount: \$7,650 (RM-HS-2016-219)
- Contract Amendment No. 2 with Washington Vocational Services, Inc. to add funding for Individual Employment, Community Access and School to Work services for citizens with developmental challenges. Contract No. HS-26-15(2); Amendment period: 7/1/16-6/30/17; Amount: \$258,350 (RM-HS-2016-255)

Public Works

- Bid Award – County Signing Upgrade; CRP 15-03/JL 00436-0203; Award to Traffic Safety Supply Company. Amount: \$50,917.13
- Rural Arterial Program Final Prospectus – County Road Administration Board (CRAB); Rural Arterial Program Final Prospectus; Biennium: 2017-2019; Arrowhead Road

Sheriff

Food Service Operating Agreement with Consolidated Food Management, Inc. to provide food services for the Island County Jail. Amount: Fee per meal (RM-SHER-2016-265)

Superior/Juvenile Courts

- Food Service Operating Agreement with Consolidated Food Management, Inc. to provide food services for the Island County Juvenile Detention Center. Amount: Fee per meal (RM-JUV-2016-266)
- Amendment to Inmate Health Care Provider Agreement No. 1 for health care provided to inmates and juvenile detainees. Contract term: 9/1/2016 – 12/31/2016; Amount: \$7,294.80 (RM-SC-2016-273)
- Agreement with Courthouse Technologies, Ltd. For software subscription and service agreement for jury management system. Term: Aug 2016 – Aug 2021; Amount: \$21,720 (RM-SC-2016-236)

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**ACTION TAKEN:**

**By unanimous vote, the Consent Agenda was approved as presented.**

REGULAR AGENDA

*[Documents on file with the Clerk of the Board]*

Commissioners

Recommend Re-Appointments to the Ferry Advisory Committees: Clinton Ferry Committee, Position No. 1 and Coupeville Ferry Committee, Position No. 3

**ACTION TAKEN:**

**By unanimous vote, Dean Enell was re-appointed to the Clinton Ferry Committee, Position 1 and Dennis Bright was re-appointed to the Coupeville Ferry Committee, Position 3.**

Current Use Planning & Community Development

Fire Flow Covenant (Massey) - Exemption from fire flow requirements for proposed roof structure over concrete slab to protect manure storage. Assessor's Parcel No. R13216-477-4620

Andy Griffin, Building Official, provided the staff report.

**ACTION TAKEN:**

**It was moved by Commissioner Price Johnson to approve the Fire Flow Covenant (Massey) as recommended, second by Commissioner Hannold. Motion carried 2-0  
(Commissioner Johnson abstained due to a conflict of interest)**

Long Range Planning

Authorize Submittal of Draft Comprehensive Plan - Planning & Community Development is seeking authorization from the Board to submit the draft Comprehensive Plan to the WA State Department of Commerce (DOC) for 60-day review as required under RCW 36.70A.106

Beverly Mesa-Zendt, Assistant Director and Beckye Frey, Long Range Planner, provided the staff report. Ms. Mesa-Zendt explained that the DOC will evaluate the draft comprehensive plan and provide comment back to staff as required by state law prior to adoption. Ms. Frey identified the modifications incorporated to date pursuant to Board direction at Work Sessions. Staff anticipates bringing a full analysis of public comments to the Board and to the Planning Commission in September with an estimated adoption date in January. While the Freeland Development Regulations are not part of the Comprehensive Plan, the Freeland Subarea Plan will be transmitted to the Department of Commerce for review as well. Review of the Comprehensive Plan and Freeland Subarea Plan is a parallel process moving forward. If the public would like to offer comments during this review period, then those comments should be made locally and not through the Department of Commerce.

**ACTION TAKEN:**

**By unanimous vote, the Draft Comprehensive Plan was authorized to be submitted to the WA State Department of Commerce for 60-day review.**

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MODIFICATIONS INCLUDE:

**Capital Facilities Plan (10A)**

- Added updated language for the detention facilities, general administration buildings, superior court, district court, and sheriff buildings

**Capital Facilities Element (10)**

- Minor edits to the text

**Parks and Recreation Element**

- Minor edits to the background text
- Revisions to the inventory and numbers within the background information

**Utilities Element**

- Minor edits to the background text

PUBLIC HEARINGS

*[Documents on file with the Clerk of the Board]*

There were no public hearings scheduled

COMMISSIONERS COMMENTS AND ANNOUNCEMENTS

The Commissioners provided their respective comments and announcements.

Executive Session Announced

Commissioner Hannold announced that the Board would adjourn Regular Session then reconvene the adjourned meeting at 11:30 a.m. for an Executive Session as authorized under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation. The Executive Session is expected to last approximately 30 minutes, would occur in the Administration Building, GSA Office Conference Room 200 with no announcement anticipated.

Commissioner Hannold also announced that following Executive Session the Board would adjourn again until 2:00 p.m. for Roundtable with Elected Officials and Appointed Department Heads.

At 10:45 a.m. the Board adjourned until 11:30 a.m.

At 11:30 a.m. the Board reconvened the adjourned meeting and immediately went into Executive Session. At 12:00 p.m. the Chair announced that an additional 15 minutes would be needed for Executive Session.

At 12:15 p.m., upon conclusion of the Executive Session, the Board adjourned until 2:00 p.m. for Roundtable.

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At 2:00 p.m. the Board reconvened the adjourned meeting for Roundtable.

ROUNDTABLE WITH ISLAND COUNTY  
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS

Elected Officials and Appointed Department Heads in Attendance:

Melanie Bacon	Tim Lawrence
Eric Brooks	Bill Oakes
Wanda Grone	Helen Price Johnson
Richard Hannold	Andrew Somers
John Kent	Larry Van Horn
Lynda Richards ( <i>attending for Jackie Henderson</i> )	Hiller West
Michele Teft ( <i>attending for Keith Higman</i> )	

Together with the monthly departmental roundtable reports by Elected Officials and Appointed Department Heads, agenda items included:

- Lean Update – Melanie Bacon, Human Resources Director

There being no further business to come before the Board the meeting adjourned at 2:53 p.m. The Board will meet next in Regular Session on September 6, 2016 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Richard M. Hannold, Chair

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Jill Johnson, Member

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Helen Price Johnson, Member

ATTEST:

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Debbie Thompson  
Clerk of the Board